

**NEVADA COUNCIL FOR THE PREVENTION OF DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

**NOTICE OF PUBLIC MEETING**

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**Tuesday, January 15, 2008 at 10:00 a.m.**

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Via Teleconference with Public Access Located at:  
Office of the Attorney General  
5420 Kietzke Lane, Suite 202, Reno, Nevada 89511

**AGENDA**

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**Please Note:** The Nevada Council for the Prevention of Domestic Violence Nominating Committee may address agenda items out of sequence to accommodate persons appearing before the Committee or to aid the efficiency or effectiveness of the meeting. The Committee may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person. (NRS 241.030)

At the discretion of the Chair, public comment is welcomed by the Committee, but will be heard only when that item is reached and will be limited to five minutes per person. A public comment time will also be available as the last item on the agenda. The Chair may allow additional time to be given a speaker as time allows and in his/her sole discretion. Once all items on the agenda are completed the meeting will adjourn.

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***Asterisks (\*) denote items on which Committee may take action.  
Action by the Committee on an item may be to approve, deny, amend, or table.***

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1. \*Call to order, roll call of members, and introductions.
2. \*Review and approval of September 26, 2007 minutes.
3. \*Discussion of protocol for future applicants to the Council.
4. \*Discuss policy of excused and unexcused absences.
5. \*Schedule future meetings and agenda items.
6. Public comment.
7. \*Adjournment.

**Note:** No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

This agenda has been sent to all members of the Committee and other interested persons who have requested an agenda from the Council. Persons who wish to continue to receive an agenda and notice must request so in writing on an annual basis.

Anyone desiring additional information regarding the meeting is invited to call the Council office at (775) 850-4119. We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify the Council's administrative assistant, Melissa Page, at (775) 850-4119, no later than 48 hours prior to the meeting. Requests for special arrangements made after this time frame cannot be guaranteed.

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THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED  
IN THE FOLLOWING LOCATIONS:

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Office of the Attorney General 100 N Carson Street Carson City, Nevada 89701	Office of the Attorney General 5420 Kietzke Lane, Ste 202 Reno, Nevada 89511	Grant Sawyer State Office Building 555 E. Washington Avenue Las Vegas, Nevada 89101
Jean Nidetch Women's Center University of Nevada, Las Vegas 4505 Maryland Parkway Las Vegas, Nevada 89154	Safe Nest 2915 W. Charleston Blvd., #12 Las Vegas, Nevada 89102	Reno City Hall One E. First Street Reno, Nevada 89501
	Nevada Network Against Domestic Violence 220 South Rock Boulevard, Suite 7 Reno Nevada 89502	

**STATE OF NEVADA  
NEVADA COUNCIL FOR THE PREVENTION OF  
DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

## **Minutes of Meeting**

---

*Tuesday, January 15, 2008, at 10:00 am*

---

Office of the Attorney General  
5420 Kietzke Lane, Suite 202  
Reno, Nevada 89511

### **Committee Members Present**

Dr. Mike Freda, Suzanne Ramos

### **Committee Members Present Via Teleconference**

Gail Palchikoff, Miriam Ohata-Sims

### **Committee Members Absent**

Mike Sprinkle

### **Public Present**

None

### **Attorney General's Office staff present**

Kareen Prentice, Domestic Violence Ombudsman  
Henna Kacyra, Deputy Attorney General

1. **\*Call to order, roll call of members, and introduction.**  
Suzanne Ramos called the meeting to order at 10:08 am. A roll call was performed and quorum was established.
  
2. **\*Review and approve minutes from September 26, 2007.**

Ms. Ohata-Sims moved to approve the minutes. Dr. Freda seconded the motion. The minutes were approved as submitted.

**3. \*Discussion of protocol for future applicants to the council.**

Dr. Freda motioned that the item be tabled until next meeting. Motion was seconded by Ms. Palchikoff.

**4. \*Discuss policy of excused and unexcused absences.**

Ms. Kacyra and Ms. Ramos explained that this has been handled by the By-Laws subcommittee and will be reviewed by Council members at the next meeting.

**5. \*Schedule future meetings & agenda items.**

The next meeting of the Criminal Justice Committee will be held on Tuesday, February 26, 2008 at 11:00 am at the Attorney General's Reno office. Items for the next meeting's agenda will be:

- Discussion of outreach and advertising of Council vacancies
- Discussion and planning of the next rural meeting and tour
- Council members' attendance.

**6. Public Comment.**

There was no public comment.

**7. \*Adjournment.**

The meeting was adjourned at 10:19 am.

**NEVADA COUNCIL FOR THE PREVENTION OF DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

**NOTICE OF PUBLIC MEETING**

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**Tuesday, February 26, 2008 at 11:00 a.m.**

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Via Teleconference with Public Access Located at:  
Office of the Attorney General  
5420 Kietzke Lane, Suite 202, Reno, Nevada 89511

**AGENDA**

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1. \*Call to order, roll call of members, and introductions.
2. \*Review and approval of January 15, 2008 minutes.
3. \*Discussion of protocol for future applicants to the Council.
4. \*Discussion of method of advertising.
5. \*Discussion of rural tour.
6. \*Discussion of Council attendance.
7. \*Schedule future meetings & agenda items.
8. Public comment.

**Note:** No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

9. \*Adjournment.

This agenda has been sent to all members of the Committee and other interested persons who have requested an agenda from the Council. Persons who wish to continue to receive an agenda and notice must request so in writing on an annual basis.

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**STATE OF NEVADA  
NEVADA COUNCIL FOR THE PREVENTION OF  
DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

## **Minutes of Meeting**

---

*Tuesday, February 26, 2008, at 11:00 a.m.*

---

Office of the Attorney General  
5420 Kietzke Lane, Suite 202  
Reno, Nevada 89511

### **Committee Members Present**

Gail Palchikoff, Mike Sprinkle, Dr. Mike Freda, Suzanne Ramos

### **Committee Members Absent**

Miriam Ohata-Sims, Sue Meuschke

### **Public Present**

None

### **Attorney General's Office staff present**

Henna Kacyra, Deputy Attorney General  
Lisa South, Assistant to the DV Ombudsman  
Melissa Page, Assistant to the NCPDV

1. **\*Call to order, roll call of members, and introduction.**  
Suzanne Ramos called the meeting to order at 11:00 a.m. A roll call was performed and quorum was established.
2. **\*Review and approval of January 15, 2008 minutes.**  
Ms. Palchikoff moved to approve the minutes. Dr. Freda seconded the motion. The minutes were approved.

**3. \*Discussion of protocol for future applicants to the Council.**

To be discussed was the process for dealing with future applicants that are recommended by the chair and what protocols the Council would follow in such cases. Sue Meuschke was working on a draft of what this process might look like, and since she was not able to attend this meeting, discussion was tabled until next meeting.

**4. \*Discussion of method of advertising.**

Advertising used in the past to gain new members were media blasts and information posted to the Attorney General website. The media blast and website update was handled by Nicole Moon of the Attorney General's office. Ms. Ramos pointed out that it was very important to have the deadline for submission and where/how to submit prominently displayed on the application.

It was decided that advertising for new members should start by mid-April in order to give people time to fill out applications and get them turned in by June 30, 2008, and that the deadline would also work for people who might receive an application in person from a member during the rural tour. Ms. Palchikoff suggested getting applications out to reservations and to the Interfaith Council. Ms. Ramos suggested sending to ITCN and Nevada Urban Indians as they both have domestic violence advocates. Ms. Ramos reminded the members that they had discussed recruiting a member from the medical field, most specifically an ER doctor. Both Mike Sprinkle and Dr. Freda have contacts in the medical field they will approach. The Committee asked for a list of Nicole Moon's media contacts. Lisa South will send to Ms. Ramos. It was suggested that the committee members each think of individuals they may want to invite to apply, and that the Attorney General will be asked if she has any individuals she would like to recommend to the Council.

In a side note, Ms. Ramos mentioned that many of the Committee members' terms will be completed on September 30<sup>th</sup>, 2008. Deputy Attorney General Kacyra informed the members of the options available to them. It was the consensus that a recommitment letter would be the preferable option since it is the least cumbersome method. DAG Kacyra said that she would begin drafting one to have available for the full Council to approve at the May meeting. If the recommitment letter is approved, it would then be available for immediate use by any members whose terms end in September. It was decided that those members whose terms are ending, but choose to remain on the Council, need to submit their recommitment letter before the end of June. Therefore the Nominating Committee will know how many vacancies are available to new members.

**5. \*Discussion of rural tour.**



It was decided that the rural tour should include Ely, so the tour will be planned along Highway 50 to allow stops to smaller towns along the way. The Attorney General's staff will work with Ms. Ramos on the tour route. Mr. Sprinkle suggested a morning stop at Dayton where the Council meeting will be held, followed by an evening meeting in Ely. The next day could bring a stop in Austin or Eureka, followed by a stop in Fallon later in the day.

**6. \*Discussion of Council Attendance.**

Tabled until next meeting because waivers were not sent.

**7. \*Schedule future meetings & agenda items.**

The next meeting of the Nominating Committee will be held on Wednesday, March 26, 2008, at 11:00 a.m. in the Reno office of the Attorney General.

**8. Public Comment.**

There was no public comment.

**9. \*Adjournment.**

Ms. Palchikoff moved to adjourn. Dr. Freda seconded the motion and the meeting was adjourned at 11:35 a.m.

**NEVADA COUNCIL FOR THE PREVENTION OF DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

**NOTICE OF PUBLIC MEETING**

---

**Thursday, April 10, 2008, at 11:00 a.m.**

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Via Teleconference with Public Access Located at:  
Office of the Attorney General  
5420 Kietzke Lane, Suite 202, Reno, Nevada 89511

**AGENDA**

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1. \*Call to order, roll call of members, and introductions.
2. \*Review and approval of February 26, 2008 minutes.
3. \*Discussion of protocol for future applicants to the Council.
4. \*Discussion of method of advertising.
5. \*Discussion of rural tour.
6. \*Discussion of Council attendance.
7. \*Schedule future meetings & agenda items.
8. Public comment.

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9. \*Adjournment.

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**STATE OF NEVADA  
NEVADA COUNCIL FOR THE PREVENTION OF  
DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

## **Minutes of Meeting**

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*Thursday, April 10, 2008, at 11:00 a.m.*

---

Office of the Attorney General  
5420 Kietzke Lane, Suite 202  
Reno, Nevada 89511

### **Committee Members Present**

Gail Palchikoff, Mike Sprinkle, Dr. Mike Freda, Suzanne Ramos

### **Committee Members Present by Teleconference**

Sue Meuschke

### **Committee Members Absent**

Miriam Ohata-Sims

### **Public Present**

Michael Sprinkle

### **Attorney General's Office staff present**

Henna Kacyra, Deputy Attorney General  
Lisa South, Assistant to the DV Ombudsman  
Melissa Page, Assistant to the NCPDV

1. **\*Call to order, roll call of members, and introductions.**  
Suzanne Ramos called the meeting to order at 11:05 a.m. A roll call was performed and quorum was established.

**2. \*Review and approval of February 26, 2008 minutes.**

Mike Sprinkle moved to approve the minutes. Gail seconded the motion. Minutes were approved with Sue Meuschke abstaining.

**3. \*Discussion of protocol for future applicants to the Council.**

The committee discussed how it came about that Sue Meuschke volunteered to come up with a protocol for future applicants. This item was tabled until the next meeting.

**4. \*Discussion of method of advertising.**

Nicole Moon's contact list for press releases was discussed. Other areas to contact besides newspapers were discussed, such as medical people, the Interfaith Council, and the Intertribal Council along with the usual non-profits and STOP grant recipients.

It was noted that the application must have current contact information and address/fax where to send it, and a deadline of June 30, 2008. It should be posted to the AG's website.

**5. \*Discussion of rural tour.**

The date of the rural tour has been changed to June 24 & 25, 2008. It was decided to have the council meeting the morning of the 24<sup>th</sup> in Lovelock, and an evening reception in Battle Mountain. There was much discussion around whether the tour should go through Austin, or Eureka, and then would finish up in Fallon on the way back to Reno. Sue Meuschke suggested contacting the judges and justices in those areas to let them know the Council will be there. Kareen Prentice was tasked with contacting the communities to see which would be better suited and would have judges/justices available to meet.

**6. \*Discussion of Council Attendance.**

Suzanne Ramos explained that David Kohlmeier and Miriam Ohata-Sims could not be discussed at the meeting because waivers were not received from them. She shared printouts of council members' attendance and their three year term dates. It was determined that in looking at the past year's attendance, everyone met their obligation of meeting 50% of the time or more except for the few people who either retired from the Council or were removed. The discussion was tabled until next January when the attendance from the rest of 2008 could be looked at.

**7. \*Schedule future meetings & agenda items.**

Discuss rural tour and procedure for future applicants will be the two items discussed on the next agenda. The next meeting was scheduled for April 29, at 3:30 p.m.

**8. \*Public Comment.**

There was no public comment.

**9. \*Adjournment.**

The meeting was adjourned at 12:02 p.m.

**NEVADA COUNCIL FOR THE PREVENTION OF DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

**NOTICE OF PUBLIC MEETING**

---

**Thursday May 29, 2008, at 10:00 a.m.**

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Via Teleconference with Public Access Located at:  
Office of the Attorney General  
5420 Kietzke Lane, Suite 202, Reno, Nevada 89511

**AGENDA**

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1. \*Call to order, roll call of members, and introductions.
2. \*Review and approval of April 10, 2008 minutes.
3. \*Discussion of protocol for future applicants to the Council.
4. \*Discussion of rural tour.
5. \*Status of outreach for new members.
6. \*Schedule future meetings & agenda items.
7. Public comment.

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8. \*Adjournment.

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**STATE OF NEVADA  
NEVADA COUNCIL FOR THE PREVENTION OF  
DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

## **Minutes of Meeting**

---

*Thursday, May 29, 2008, at 10:00 a.m.*

---

Office of the Attorney General  
5420 Kietzke Lane, Suite 202  
Reno, Nevada 89511

**Committee Members Present**

Gail Palchikoff, Dr. Mike Freda, Suzanne Ramos

**Committee Members Present by Teleconference**

Sue Meuschke

**Committee Members Absent**

Miriam Ohata-Sims, Mike Sprinkle

**Public Present**

None

**Attorney General's Office staff present**

Henna Rasul, Deputy Attorney General  
Lisa South, Assistant to the DV Ombudsman  
Melissa Page, Assistant to the NCPDV

1. **\*Call to order, roll call of members, and introductions.**  
Suzanne Ramos called the meeting to order at 10:10 a.m. A roll call was performed and quorum was established.
2. **\*Review and approval of April 10, 2008 minutes.**  
Mike Freda moved to approve the minutes. Gail seconded the motion. The minutes were approved.

- 3. \*Discussion of protocol for future applicants to the Council.**

The committee approved the protocol for future applicants put together by Sue Meuschke. It will be shared at the June 24<sup>th</sup>, 2008 Council meeting to be reviewed/approved by the Council at that time so it can then be incorporated into the bylaws.
- 4. \*Discussion of rural tour.**

The news that the Attorney General will not be able to continue on the rural tour after the meeting in Lovelock was shared with the Committee members. They then discussed whether to cancel the rural tour, or to continue on without the Attorney General. It was decided by the Committee to cancel the rural tour because there haven't been that many Council members who have RSVP'd to date and it would also save money. The Committee recommends that the meeting time in Lovelock be changed to start at 10:00 am, with a lunch break from 12:00 -1:00 pm to mingle and talk with the public attending, and the meeting would start up again after 1:00pm and run into the afternoon. Melissa Page will send an email to the Council members letting them know the tour is canceled and asking for them to respond as to whether or not they will be attending the Lovelock meeting. Travel reservations in Battle Mountain need to be canceled and Lisa South will send new letters to the rural communities who were invited letting them know of the new meeting time.
- 5. \*Status of outreach for new members.**

Suzanne Ramos asked that members give out applications to people they think would be good members. She reminded the Committee that some areas of interest identified for potential new members were people in the medical field, Native Americans, and interfaith. Mike Freda reported that he gave an application to an ER doctor. Gayle asked about the recommitment letters. Henna explained that they will be available for approval at the Council meeting. Members' attendance was brought up and Suzanne reported that all members had at least 50% attendance for last year, meaning everyone has met the minimum requirement. She explained that attendance will be looked at again in January 2009 for 2008 attendance.
- 6. \*Schedule future meetings & agenda items.**

Reviewing applications will be added to the next agenda. The next meeting is scheduled for July 21, 2008, at 10 a.m.
- 7. \*Public Comment.**

There was no public comment.
- 8. \*Adjournment.**

The meeting was adjourned at 10:44 a.m.

**NEVADA COUNCIL FOR THE PREVENTION OF DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

**NOTICE OF PUBLIC MEETING**

---

**Monday July 21, 2008, at 10:00 a.m.**

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Via Teleconference with Public Access Located at:  
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**AGENDA**

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1. \*Call to order, roll call of members, and introductions.
2. \*Review and approval of May 29, 2008 minutes.
3. \*Discussion of Council attendance.
4. \*Discussion and possible action regarding Council applicants.
5. \*Discussion of rural tour.
6. \*Schedule future meetings & agenda items.
7. Public comment.

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8. \*Adjournment.

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**STATE OF NEVADA  
NEVADA COUNCIL FOR THE PREVENTION OF  
DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

## **Minutes of Meeting**

---

*July 21, 2008 at 10:00 a.m.*

---

Office of the Attorney General  
5420 Kietzke Lane, Suite 202  
Reno, Nevada 89511

### **Committee Members Present**

Mike Sprinkle  
Dr. Mike Freda  
Suzanne Ramos

### **Committee Members Present Via Teleconference**

Sue Meuschke

### **Committee Members Absent**

Gail Palchikoff

### **Public Present**

None

### **Attorney General's Office staff present**

Henna Rasul, Deputy Attorney General  
Kareen Prentice, Domestic Violence Ombudsman  
Melissa Page, Administrative Assistant to the Council

**1. \*Call to order, roll call of members, and introduction.**

Suzanne Ramos called the meeting to order at 10:13 a.m. A roll call was performed and quorum was established. Sue Meuschke moved that the minutes from May 29, 2008 be approved, and Mike Sprinkle seconded the motion. The motion carried and the minutes were approved as submitted without further discussion.

## 2. \*Council Attendance

Ms. Ramos mentioned she had wanted this to be on the agenda again because the Council was going through the process of accepting applications and she indicated Council members had all received an email regarding everyone's attendance for this year. She wanted to make sure everyone received Brad Simpson's resignation, which means the Council has six vacancies officially.

The Council has two members that have not attended two meetings. They can discuss one of the members because they signed a waiver and the other individual cannot be discussed because a waiver was not signed by this individual. She further mentioned there are three individuals who have missed the January and June meetings. A Council member asked if they could discuss Patricia Lynch, and Ms. Ramos mentioned they could discuss her. Ms. Rasul mentioned she wanted to say for the committee's information, that she has been communicating with her and that she had helped her very much with the letter to the Judicial Commission as Ms. Rasul was not permitted to submit the request.

Ms. Rasul wants the committee to take into consideration the fact that Ms. Lynch does not want to go against judicial ethics and that is why she is leery of attending meetings at this point. In all fairness she thinks that the committee might want to postpone the discussion of her attendance until they see what the Judicial Commission might say. She is submitting the letter to them today. Ms. Ramos mentioned she had spoken to her on Friday about that, too. Karen Prentice mentioned she had contacted her to say she is just a little leery about attending but is still very interested and wants to remain on the Council. Ultimately it will not be their decision whether or not she remains on the Council.

Ms. Ramos then indicated that Patricia Lynch is the only person they could discuss. Mike Sprinkle mentioned that judging by the list, there were several other people who would be in violation of the Council's attendance policy if they did not make the next meeting. He suggested that out of courtesy the Council may want to send them a letter as there is technically only one meeting left for this year, and they would drop below 50% attendance if they don't make this last meeting.

Ms. Ramos inquired as to the identity of these persons, their names were then read from the list: Barbara Aupperle, Valerie Cooney, Rebecca Smokey, Ron Titus, Tammy Whatley, and Elynne Wernikove-Greene. They have all attended only one meeting so far. They are all good members and maybe the Council should consider sending a reminder that they really do need to make the next meeting.

Ms. Ramos responded that a letter might be a good reminder of their obligation. She further mentioned that they did not receive waivers from the other two people, so they could not discuss their attendance. On one of the two, her term is up in October, so the Council will have a vacancy then. Ms. Ramos had tried to prevent that so the Council could fill all the vacancies they had with new applicants. There will definitely be a vacancy for one of the two that expires in October, on the other one she had heard from another Council member that his position has changed within his job and that he more than likely would resign. She will call the person in the next week and find out what is going on. Hopefully by the next meeting they will know, one way or another. She asked if they should do a motion to send a note to the Members regarding their attendance; it could just be a reminder via email, just out of courtesy so they know that because there are only three meetings this year their attendance is critical.

Ms. Ramos suggested they not send something formal, but just be very friendly and just send an email. Mike Sprinkle had a question regarding a policy they put in place last year regarding Committee attendance, which everybody needed to be on at least one Committee. He asked if the Council is doing any follow-up on that, tracking that at all. Ms. Rasul responded the best way to do that is just do it at the Council meeting, just pass around a list. If the Council wants to come up with another way of doing it, that is fine. He responded that if they were tracking attendance at the Committee meetings, it was one thing for someone to say they would serve on a Committee and then never show up.

Sue Meuschke clarified that he was talking about Committee participation. Ms. Ramos mentioned that Valerie Cooney is Co-chair of the Education Committee, and has participated in those meetings. Barbara Aupperle is on some Committees, but Kareen Prentice mentioned she had surgery and was off for eight weeks, which are extenuating circumstances. Ms. Ramos mentioned she is on the Public Information Committee and the Criminal Justice Committee which is hopefully going to meet soon.

The Criminal Justice committee has not met since January. Becky Smokey is on the Underserved Committee and she has been an active member there. Mike Sprinkle expressed his concerns that he was talking about everybody, not just the people with Council attendance issues. Ms. Rasul mentioned she did not know if there was a mandated attendance for Committee meetings like there is for Council attendance, but they had discussed how to get people off of a Committee. Ms. Ramos responded that it is mandated that you attend and participate on one Committee. The Council member stated the best way to follow this is then to encourage people to attend these meetings.

Ms. Rasul mentioned that Brett Kandt had stated at the last Council meeting that people should be encouraged to attend the Committee meetings because that is where most of the work actually takes place for the Council.

### **3. \*Possible Action Regarding Council Applicants**

Ms. Ramos opened the discussion regarding this agenda item by inquiring as to the number of applications received. Ms. Rasul indicated the applications the Council members had in front of them were the complete applications that were submitted within the deadline date. Kareen Prentice has a suggestion for next year for the Committee – something that had come up during receiving the new member applications, does the Committee want the applications to be received by June 30<sup>th</sup>, or postmarked by June 30<sup>th</sup>. Ms. Rasul mentioned there was a really good candidate who postmarked their application by the deadline date, but it was received afterwards, and they did not allow that application, because in all fairness you have to have some kind of rules.

Ms. Ramos responded she thought they should have the applications received by the stated deadline. Ms. Prentice stated they should make it clear that the application packet needs to be received by the deadline, not just postmarked. There are different ways that people handle it, and the applicant probably thought that was absolutely fine having it postmarked. It needs to be stated on the application, that it needs to be received in the office by 5:00 p.m. on the deadline. It was also suggested that the deadline not coincide with the 4<sup>th</sup> of July.

Another individual's application was not accepted because their recommendation letter was not received until July 7<sup>th</sup> even though their application was complete with the exception of the recommendation letter. Ms. Ramos mentioned the entire application package must be completed and submitted by the 30<sup>th</sup>. Ms. Prentice suggested that for next year the Council re-work the application process and make it clearer. Ms. Rasul responded that especially if you put down that applications are due by 5:00 p.m., that would be helpful.

Ms. Ramos stated it cannot be incomplete but they have to submit a complete application package by the deadline. The Council will make a note to make sure they change/modify the application to state the complete package must be received by 5:00 p.m. on the applicable date chosen by the Council. Ms. Rasul mentioned when you put a time on something people pay more attention. Ms. Prentice mentioned that it could be better defined whether it is acceptable to email or fax the application packet.



Sue Meuschke asked how many applications were rejected because of this issue. There were only two. Ms. Prentice mentioned in the declination letter she indicated the people could apply again next year.

The Council then began to discuss the applications which had been accepted; Ms. Prentice asked for clarification on one of them, Jane Bouche, she and Ms. Rasul thought they would leave it up to the Committee to decide whether or not her application was acceptable. She had everything together and complete except for one thing they are confused about. She had recommendation letters for the book she wrote, not letters of recommendation for her to be on the Council. The title of the book is: "How to Get out and Stay Out". Basically the application was complete, other than that.

However, Ms. Prentice stated that on the application it does not state what kind of recommendation letters the Council is asking for, it just asks for recommendations. She and Ms. Rasul thought the Committee might want to discuss that. They are leaving it in the Committee's hands, as the applicant is obviously very enthusiastic about the subject matter. Ms. Rasul indicated maybe the Council would want to clarify that on the application for next year. Ms. Meuschke mentioned the applicants should have a letter of recommendation to be on the Council, not for their book.

Ms. Ramos indicated that was her position as well, and that with the applicant's level of education, and with common sense, you would presume the recommendation would be for her and not for the book.

Someone else mentioned, not to be judgmental, that to him it was almost laziness, that the person simply used whatever letter she had in the past, as opposed to actually going out and getting a recommendation. Dr. Freda indicated he knew the applicant, but he declined to comment. Ms. Ramos indicated the Council needed to decide whether or not to consider her application. She indicated they need to be consistent with what they have done in the past, so she suggested they pull her application and have her resubmit for next year.

Other Committee members agreed. Ms. Rasul mentioned that she and Kareen had been leaning in that direction, but they did not want to make that judgment call on behalf of the Committee. Upon further review of her application packet, it was noted that there was hand written note for a recommendation for her book, and there was also a thank-you letter from the National College of District Attorneys for a presentation she had made, but that none of the letters was an actual recommendation to be a Council member, specifically about her.

Sue Meuschke made a motion to deem the application incomplete due to lack of letters of recommendation. The motion was seconded by Dr. Mike Freda. There was no further discussion and the motion carried. Ms. Prentice asked if Ms. Ramos would mind reading the names of the other applicants. They are: Bianca-Roxanne West, Chelle Robinson, Caryn Sternlicht, Vicky Hutchings, and Toni Downen. Their applications are all complete. They need to review and score them, and come back to the next meeting ready to discuss them. The Committee members will receive copies of the applications before they leave today. The only Committee member missing today is Gail Palchikoff. Ms. Ramos indicated each Committee member should review an application, and she would take two.

Sue mentioned that in the past each member has reviewed each application, and then there has been a discussion afterwards. Ms. Prentice offered to drop off her copy of the applications to Sue Meuschke, along with a rating sheet. Everyone including Gail Palchikoff will need to have a copy of each application. Ms. Ramos did not know if her school was in session or if she was off.

Melissa Page stated that she had told her that she was going to call in. Ms. Ramos stated once the Council members have reviewed the applications, they will get back together to determine which applicants will be deemed eligible to proceed to the second phase of the application process. Sue Meuschke asked whether she wanted them to submit their scores prior to the meeting. Ms. Ramos indicated she would like to have the scores a week before the meeting so she could make a chart so everyone could rate it and make an average.

Kareen Prentice wanted to mention something about the applicant, Chell Robinson, who applied from Winnemucca. She used to work for Russell Smith as a Victim Advocate for the Humboldt District Attorney's Office, but he had to let her go this last February. Ms. Prentice was aware of the circumstances. It was a performance rather than a budgetary issue. Mike Sprinkle suggested that Russell Smith be contacted in order to obtain his perspective and that it would fall within the realm of the Committee to do so. Ms. Ramos indicated she would call him.

As far as the copies of the applications are concerned, Kareen Prentice will deliver Sue Meuschke's to her, and Gail Palchikoff will receive hers through the mail or she could stop by and pick them up.

#### **4. \*Rural Tour**

Ms. Ramos indicated at the last meeting they had thought maybe early in 2009 would be a good date, but did not know if they should set that now, or table the item. Mike Sprinkle questioned whether it was even worth

talking about, since the last rural trip got cancelled. Ms. Ramos mentioned it is not even really a tour, but is a Council meeting in one jurisdiction. Basically it is a question of where they want to have the meeting. She indicated they should not call it a rural tour, but maybe just a Council meeting. Sue Meuschke suggested that should be left up to the whole Council to decide on. Ms. Ramos mentioned the Committee usually decides.

She mentioned they may not have the rural tour for budgetary reasons. It is by statute to have at least one Council meeting in a rural area per year. It was stated the second meeting of the year is usually the best one for the rural meeting, because of the weather, and because it is a legislative year also, it should be after June. Kareen Prentice mentioned that if they have the rural meeting after June 30<sup>th</sup>, it would fall under another budget year which might be better. At the December meeting they will set their meetings for the year.

A lot of members will be participating in the legislature so scheduling may be difficult. The June meeting will have to be no earlier than the third week of June. The upcoming September meeting in Las Vegas was discussed. It will now be video-conferenced as the Attorney General needs to be in the Carson office because the BOE meeting was changed. The Vice-chair Mike Sprinkle will cover the first hour of the meeting.

Ms. Ramos mentioned once they have new members they should have one meeting where they can all at least meet each other. Kareen Prentice said that last year the Council spent maybe \$2,000 on travel. The budget for next year was not approved yet. Ms. Ramos stated she would like to fly everybody down to Vegas for a meeting, but they would just have to wait and see. There was no further discussion of this matter.

**5. \* Schedule future meetings & agenda items.**

The next meeting of the Nominating Committee will be held on August 4th at 10 a.m. in the Reno office of the Attorney General. Ms. Ramos stated she would like the Council to take care of scheduling the next two meetings. They will have to have waivers again for the meeting. Ms. Rasul stated that if it is within 21 working days they do not need new waivers. Ms. Ramos stated they will have to have them, because they have to meet twice, once to do the telephone interviews, and once to go over the scores and make their recommendations for membership. Sue Meuschke asked how much notice prior to the meeting they have to give to the applicants, Ms. Rasul responded 21 working days, five working days if you hand-delivered it, or else you have them sign a waiver, which can take place up until the meeting starts.

Ms. Ramos asked if they had the email addresses of the applicants so they can send them the waiver forms and a letter. It is not a problem to get their waivers. The next meeting was set for August 4<sup>th</sup>, at 1:30 p.m. There was a lengthy discussion of the date for the second meeting, to assign final scores of the final applicants, owing to several scheduling conflicts. August 28<sup>th</sup> at 2 p.m. was finally selected as the date and time.

The agenda item for the rural trip was removed, as Hawthorne had been selected as the meeting place. Council Attendance was put on the agenda for the next meeting, and Discussion of Possible Council Applicants will also stay on the agenda.

**6. Public Comment.**

There was no public comment.

**7. \*Adjournment.**

Sue Meuschke moved to adjourn. Suzanne Ramos seconded the motion and the meeting was adjourned at 11:48 a.m.

**NEVADA COUNCIL FOR THE PREVENTION OF DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

**NOTICE OF PUBLIC MEETING**

**Thursday, August 7, 2008, at 10:00 a.m.**

Via Teleconference with Public Access Located at:  
Office of the Attorney General  
5420 Kietzke Lane, Suite 202, Reno, Nevada 89511

**AGENDA**

**Please Note:** The Nevada Council for the Prevention of Domestic Violence Nominating Committee may address agenda items out of sequence to accommodate persons appearing before the Committee or to aid the efficiency or effectiveness of the meeting. The Committee may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person. (NRS 241.030)

At the discretion of the Chair, public comment is welcomed by the Committee, but will be heard only when that item is reached and will be limited to five minutes per person. A public comment time will also be available as the last item on the agenda. The Chair may allow additional time to be given a speaker as time allows and in his/her sole discretion. Once all items on the agenda are completed the meeting will adjourn.

***Asterisks (\*) denote items on which Committee may take action.  
Action by the Committee on an item may be to approve, deny, amend, or table.***

1. \*Call to order, roll call of members, and introductions.
2. \*Review and approval of July 21, 2008 minutes.
3. \*Discussion and possible action regarding Council applicants.
4. \*Schedule future meetings & agenda items.
5. Public comment.

**Note:** No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

6. \*Adjournment.

This agenda has been sent to all members of the Committee and other interested persons who have requested an agenda from the Council. Persons who wish to continue to receive an agenda and notice must request so in writing on an annual basis.

Anyone desiring additional information regarding the meeting is invited to call the Council office at (775) 850-4119. We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify the Council's administrative assistant, Melissa Page, at (775) 850-4119, no later than 48 hours prior to the meeting. Requests for special arrangements made after this time frame cannot be guaranteed.

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THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED  
IN THE FOLLOWING LOCATIONS:

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Office of the Attorney General 100 N Carson Street Carson City, Nevada 89701	Office of the Attorney General 5420 Kietzke Lane, Ste 202 Reno, Nevada 89511	Grant Sawyer State Office Building 555 E. Washington Avenue Las Vegas, Nevada 89101
Jean Nidetch Women's Center University of Nevada, Las Vegas 4505 Maryland Parkway Las Vegas, Nevada 89154	Safe Nest 2915 W. Charleston Blvd., #12 Las Vegas, Nevada 89102	Reno City Hall One E. First Street Reno, Nevada 89501
	Nevada Network Against Domestic Violence 220 South Rock Boulevard, Suite 7 Reno Nevada 89502	

**STATE OF NEVADA  
NEVADA COUNCIL FOR THE PREVENTION OF  
DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

## **Minutes of Meeting**

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*August 7, 2008 at 10:00 a.m.*

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Office of the Attorney General  
5420 Kietzke Lane, Suite 202  
Reno, Nevada 89511

### **Committee Members Present**

Dr. Mike Freda  
Suzanne Ramos

### **Committee Members Present Via Teleconference**

Sue Meuschke  
Gail Palchikoff

### **Committee Members Absent**

Mike Sprinkle  
Miriam Ohata-Sims

### **Public Present**

None

### **Attorney General's Office staff present**

Kareen Prentice, Domestic Violence Ombudsman  
Henna Rasul, Deputy Attorney General  
Melissa Page, Administrative Assistant

**1. \*Call to Order, Roll Call of Members, and Introduction.**

Suzanne Ramos called the meeting to order at 10:11 a.m. A roll call was performed and quorum was established. Ms. Ramos asked the Committee members to take a short period of time to review the minutes. Gail Palchikoff moved that the minutes from July 21, 2008, be approved, and Dr. Freda seconded the motion. Ms. Ramos mentioned that on page 6, on the list of the applicants, one of the applicants' names was forgotten so

that was added. The motion carried and the minutes were approved as amended without further discussion.

**2. \*Discussion and Possible Action Regarding Council Applicants**

Ms. Ramos indicated the Committee members should have received an applicant list the day before. She then confirmed with Ms. Rasul that the Committee had received the waivers that are necessary to discuss all the applicants. In the list that had been emailed to the Committee members, she had a total point score for each applicant, as well as comments from Mike Sprinkle, and whether the applicants' should be considered for the next phase, which is a personal interview.

She asked if there was anyone on the list who automatically the Committee members would not want to recommend to the second level. Ms. Palchikoff stated she did not see anyone. Ms. Ramos responded that she had two from Mike Sprinkle.

Bianca West, his remarks were that he was not impressed with her application answers and felt her motivation for being on the Council was self-serving, and did not think her goals are in line with those of the Council. He would strongly not recommend this applicant for an interview.

The next one is Chelle Robinson. Overall, not impressed with applicant, her knowledge of DV seems very stereotypical, and her vision for the Council did not seem in line with their goals. He would not recommend this applicant for interview.

The next one is Toni Downen. This applicant has strong experience with victims but seems to be set in her own perception of DV, and is not totally open-minded to other approaches. Her experience in the ER could be beneficial. Mr. Sprinkle stated he can recommend this applicant for an interview with some reservations.

Ms. Ramos stated she concurs with Mr. Sprinkle's opinion of Chelle Robinson. Ms. Palchikoff mentioned she had considered it an asset that she is rural. Ms. Ramos further stated after speaking with Russell Smith, she has reservations about her. She was let go from her position, and things occurred in the rural community that were not beneficial for the overall community. She would not recommend her for the second step of the application process. A Committee member asked if she could discuss the things that had happened. She responded that she thought she would be careful with regard to that. She has major reservations that she would not benefit the Council, and would do more harm than good.



The other one is Bianca West, a law student, and even though she is rural, Ms. Ramos has reservations. Gail Palchikoff mentioned that the Council had one law student once, and they did not seem to last very long. Ms. Ramos asked if there was a motion as to who the Committee would like to interview, or if there would be further discussion as to who they would consider. A Committee member asked if anyone had any further insight with regard to Bianca West, who she is, etc. She is just a law student, and Ms. Ramos does not know her personally.

Ms. Ramos once again clarified who was not recommended by Mike Sprinkle, and who was recommended with reservations. She also discussed that they might have a reservation with an applicant named Vicki Hutchings, and that Mike was checking with Henna on this. They are working to confirm it before they mention it to the rest of the Committee.

Ms. Ramos then solicited their opinions regarding the applicants from the Committee. Sue Meuschke mentioned she would certainly like to see Susan Filon and Caryn Sternlicht on the Council.

Gail Palchikoff then asked if anyone could speak to the reservations regarding Toni Downen, and Ms. Ramos reiterated what those had been. She indicated that if the Committee recommended her for an interview then she would have Mike Sprinkle call her. Sue M. moved that the Committee recommend Susan Filon and Susan Sternlicht for membership on the Council. Dr. Mike Freda seconded the motion. Ms. Ramos asked if there was any further discussion. The motion passed, and the Committee decided to interview those two people.

A Committee member suggested, however, that they also decide what to do with the other applications. Dr. Mike Freda made a motion to approve Toni Downen for an interview, and suggested that whoever interview her should conduct a very detailed interview. Sue Meuschke seconded the motion. The motion passed.

Ms. Ramos asked Ms. Meuschke if she wanted to automatically approve Ms. Filon and Ms. Sternlicht, or recommend them for a second interview. She indicated they should be interviewed. Ms. Palchikoff asked if it would be possible to have more information on the others when they meet next time. Ms. Ramos responded that would be too late.

Mike Sprinkle made a motion that the Committee send a letter to Chelle Robinson, Bianca West and Vic Hutchings, thanking them for their applications but stating that they are not accepted at this time, or something to that effect. Gail Palchikoff responded that she did not have enough information about the applicants to second the motion, other than

what is on the paper, and she is also not clear about where Mike is coming from.

Discussion was held regarding Vic Hutchings work in Elko, Nevada with Batterer's Intervention programs. Dr. Freda then offered to change his motion. So he recommended the Committee send letters of regret to Chelle Hutchinson and Bianca West, and accept Vic Hutchings for a telephone interview. Ms. Ramos indicated they have standard questions they have to ask. Ms. Rasul stated if they want to make it more detailed, they just have to make sure they ask the same questions of everybody. Ms. Ramos indicated she would have Dr. Freda call Ms. Hutchings. He indicated that would be fine. The motion was repeated for clarification. Gail Palchikoff seconded the motion. The motion passed with one abstention; the motion carried.

Ms. Ramos then summarized that they have four applicants that are going to be considered for the second level of the interview. Mike Sprinkle will interview Toni Downen. Dr. Freda will interview Vic Hutchings. Gail Palchikoff did not have a preference as to who she would like to interview; neither did Sue Meuschke. She mentioned she did not know any of the applicants, but had scored them very high. It was agreed that Gail Palchikoff would interview Caryn, and Suzanne Ramos would interview Susan. The interviews will need to be done by the next meeting.

**3. \*Schedule Future Meetings & Agenda Items**

Possible meeting dates and times were discussed. It was decided that the next meeting would be held on August 20<sup>th</sup>, at 12:30 p.m. The next meeting scheduled is the Council meeting on September 8<sup>th</sup>. Ms. Ramos stated she would need to have the scores from the interviews by August 18<sup>th</sup>, in order to put them in format. There was no further discussion. She indicated at a later meeting they could rewrite the application packet; as an agenda item.

**4. \*Public Comment.**

There was no public comment.

**5. \* Adjournment**

Gail Palchikoff moved the Committee adjourn. Dr. Michael Freda seconded the motion. The meeting was then adjourned at 10:41 a.m.

**NEVADA COUNCIL FOR THE PREVENTION OF DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

**NOTICE OF PUBLIC MEETING**

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**Wednesday, August 20, 2008, at 12:30 p.m.**

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Via Teleconference with Public Access Located at:  
Office of the Attorney General  
5420 Kietzke Lane, Suite 202, Reno, Nevada 89511

**AGENDA**

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Action by the Committee on an item may be to approve, deny, amend, or table.***

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1. \*Call to order, roll call of members, and introductions.
2. \*Review and approval of August 7, 2008 minutes.
3. \*Discussion and possible action regarding Council applicants.
4. \*Selection of a Review Committee to develop and revise new member application and website.
5. \*Schedule future meetings & agenda items.
6. Public comment.

**Note:** No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

7. \*Adjournment.

This agenda has been sent to all members of the Committee and other interested persons who have requested an agenda from the Council. Persons who wish to continue to receive an agenda and notice must request so in writing on an annual basis.

Anyone desiring additional information regarding the meeting is invited to call the Council office at (775) 850-4119. We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify the Council's administrative assistant, Melissa Page, at (775) 850-4119, no later than 48 hours prior to the meeting. Requests for special arrangements made after this time frame cannot be guaranteed.

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Jean Nidetch Women's Center University of Nevada, Las Vegas 4505 Maryland Parkway Las Vegas, Nevada 89154	Safe Nest 2915 W. Charleston Blvd., #12 Las Vegas, Nevada 89102	Reno City Hall One E. First Street Reno, Nevada 89501
	Nevada Network Against Domestic Violence 220 South Rock Boulevard, Suite 7 Reno Nevada 89502	

STATE OF NEVADA  
NEVADA COUNCIL FOR THE PREVENTION OF  
DOMESTIC VIOLENCE  
NOMINATING COMMITTEE

## **Minutes of Meeting**

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*August 20, 2008 at 12:30 p.m.*

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Office of the Attorney General  
5420 Kietzke Lane, Suite 202  
Reno, Nevada 89511

### **Committee Members Present**

Dr. Mike Freda  
Gail Palchikoff  
Suzanne Ramos

### **Committee Members Present Via Teleconference**

Sue Meuschke

### **Committee Members Absent**

Mike Sprinkle  
Miriam Ohata-Sims

### **Public Present**

None

### **Attorney General's Office staff present**

Melissa Page, Administrative Assistant  
Kareen Prentice, Domestic Violence Ombudsman  
Henna Rasul, Deputy Attorney General

**1. \*Call to Order, Roll Call of Members, and Introduction.**

Suzanne Ramos called the meeting to order at 12:30 p.m. A roll call was performed and quorum was established. Ms. Ramos inquired as to whether the Committee members had had a chance to review the revised minutes from the previous meeting. Gail Palchikoff mentioned she could not get the email attachment to open; she did currently have a copy of the minutes but had not reviewed them. The Committee members took a few moments to review the revised minutes. Sue Meuschke moved to approve the minutes; Gail Palchikoff seconded the motion. Suzanne Ramos asked if there was any discussion; there was not, the Minutes were approved.

**2. \*Discussion and Possible Action Regarding Council Applicants**

Suzanne Ramos mentioned she forgot to email Sue Meuschke the handout summary of the four applicants, who were interviewed, their ranking order, and scores.

Prior to the discussion, Ms. Rasul indicated the Committee needed to make sure they had waivers from everybody. It was determined that the waivers the Committee had were for the August 7, 2008, meeting. There were no waivers for the current meeting. It was verified there were no waivers. Suzanne Ramos asked what the Committee could do since they had no waivers to discuss. Ms. Rasul mentioned they should just talk in general terms without names.

Suzanne Ramos stated the person she interviewed, without mentioning the name, is an attorney, and is very interested in family law. She is fairly new to the State of Nevada, but has been very involved in volunteering since she graduated from law school, and kind of fell into domestic violence. She thinks her passion, if she were to be recommended, which Ms. Ramos is recommending, would be in the Legislative Committee. When they had been talking, the person had kind of confused civil and the criminal law, but Ms. Ramos believed she would be a great asset to the civil component of family law. Out of 65 she scored 57.

Gail Palchikoff then discussed the person she interviewed. That person is also a lawyer in Reno.

Suzanne Ramos then mentioned she would like to give the demographics too, on the applicant she interviewed. Suzanne Ramos clarified for her that they did not have waivers and so were discussing the applicants in just generic terms. She indicated the Committee members would know from the previous minutes who she was talking about; she stated once again she was recommending the person for membership on the Council.

She indicated she is from the south and they need people from the south on the Council.

Gail Palchikoff then picked up her discussion of the person she had interviewed, stating that she is an attorney for Washoe Legal Services and has been in private practice in the past, with a lot of experience in family law and has a lot of hands-on experience. She is very interested in the Legislative Committee; she was on the Legislative Committee for the Network, and is also interested in the Underserved Population. It seemed to her she had a lot of community networking resources, had worked with gangs at the Children's Cabinet, she had also worked with C.A.A.W. and Urban Indians, and does a lot of public speaking. Ms. Palchikoff stated she would recommend her. She is very energetic and Ms. Palchikoff thinks she would bring a lot of new energy to the Council and seems to have a lot of expertise.

Dr. Freda then discussed the person he interviewed. The person is from the rurals, and she is a domestic violence batterer's intervention provider. She has done that since 1999, and has a lot of expertise in that field. She is also a social worker so she has done a lot of that kind of work before. She has worked in nursing homes, the prison system, and hospitals. She is articulate, and had no problem with traveling to attend meetings and Committee meetings. He would recommend her. Her score was 44. She is doing batterer's treatment for an approved agency.

Suzanne Ramos read Mike Sprinkle's notes on the person he interviewed, as he was not present. The person is from the south and is a nurse in Las Vegas. He scored her a 39 in his interview with her. Basically his comments were that she is not very knowledgeable about the Council, her goals were focused on individual treatment, she has good knowledge of the health care system, and desires to educate others about domestic violence. She does not bring a lot to the Council, but is not a bad candidate either. Ms. Ramos mentioned she would bring the hospital experience and nursing knowledge the council needs tremendously. Mike Sprinkle had rated her as outstanding on her assertiveness, with the lowest ranking being unique skills. Everything else is pretty average. He has no problem in recommending her to the Council, as he feels they need someone in the medical field. Ms. Palchikoff mentioned he rated her low on skills, but she thinks that that should count under unique skills. He rated her 4 on her enthusiasm, and how articulate she was, and he thought she could bring a lot to the Council even though she did not know that much about it. She could learn. Gail Palchikoff made a motion to recommend these four people. Dr. Freda seconded the motion. There was no further discussion. The motion carried.

Ms. Ramos mentioned the four applicants would be presented to the entire Council. Ms. Rasul mentioned they will need a waiver, and the Committee should check to see if they have submitted one; if they had not, she would send another waiver out prior to the Council meeting.

Ms. Ramos mentioned there was one thing she did advise the person she talked to, that if they were recommended to go ahead further to the Council, she was welcome to attend the meeting.

Gail Palchikoff mentioned her applicant had difficulty understanding the fact that she could be part of the public, and then be on the board. They are going to send a letter to the applicants that they are welcome to attend the meeting; otherwise, they will need a waiver. Ms. Ramos mentioned they would send them waivers. After they are presented to the Council, they are then invited to join them as Council members.

**3. \*Selection of a Review Committee to Develop and Revise New Member Application and Website**

Suzanne Ramos mentioned they had several concerns from applicants who had submitted their applications, in terms of reading the information. She had therefore wanted to select a Committee to go over the application and the website and update it. She thinks they need to update the application, and be very clear on when it is due and what to submit. She stated the application is on the website, but there is also additional information on the website. Ms. Palchikoff clarified that the website is much more comprehensive than the application. Ms. Ramos responded that the website information that was pertinent to the Council application process is what needs to be changed. It is a matter of directing staff to do that. It would be a one-time meeting for approximately one hour, and Ms. Ramos would like the participants to come from the Nominating Committee. They need to review the application form because they had had a lot of problems with that.

Ms. Rasul mentioned there was one individual that was not happy when they met last, because the committee did not accept the recommendation she submitted with her application. Ms. Rasul stated that the way she interpreted the letter of recommendation was different than what the committee had wanted. She indicated they have spoken with the AG about it, and they are going to give her a reconsideration of the decision, and give her a forum to have her application looked at again. The issue that arose out of that is that maybe the Committee should be more specific in terms of what the recommendation should address. Suzanne Ramos stated that is why they want to look at the old application, and what documents need to be submitted with it, and clear up a lot of the confusion. It does not have to be done before the next council meeting.



Ms. Rasul mentioned Ms. Ramos could designate one person with the Committee to work with the AG office staff on updating that. She said she would do it herself. She does not want to have continued problems with the application process, so that when people submit applications they have everything submitted in a timely fashion so they can bring it to the Committee. Ms. Rasul mentioned they should make sure to date the applications "received by", because they have had a situation where someone submitted an application, and it was received one day after the stated deadline. Suzanne Ramos mentioned there were some formatting issues. Also, they need clarification on the recommendation letter, what it is, etc. Ms. Rasul mentioned they need to clarify what the Committee wants the recommendation letter to consist of. Ms. Ramos stated she would work with staff on that, to look at that and bring it back to the next meeting.

#### **4. \*Schedule Future Meetings and Agenda Items**

Suzanne Ramos asked if there were any future agenda items they wanted to have for their next meeting.

Gail Palchikoff mentioned maybe after the Council meeting, if some issues had come up, they would have something, but, for now, no.

Ms. Ramos indicated it was Sue Meuschke's last meeting; she is stepping down from the Nominating Committee. She had only been able to attend one meeting in person during the entire year. She is staying on the Education Committee, and will be on the Legislative Committee, which will be even busier soon. She indicated some day she will come back.

Suzanne Ramos mentioned they will want to plan a rural Council meeting. She doubted they would have it, since they do not have funds, but she felt they should bring it up and at least address it and see what is going on there. She asked when they want to have the next meeting, and inquired as to what they wanted to talk about.

Ms. Rasul stated they want to talk about the applications.

Gail Palchikoff suggested they discuss the rural tour.

Ms. Ramos clarified by the next meeting they will know how much money they will have to cover the costs of their meetings. She suggested scheduling an October meeting. Gail Palchikoff mentioned sometime after the 6<sup>th</sup>. Ms. Ramos mentioned Wednesdays are not good for Mike Sprinkle. Ms. Ramos mentioned they will check with Mike Sprinkle at the Council Meeting.

Ms. Rasul mentioned another agenda item would be to reevaluate the Committees, who is on them, etc. Ms. Ramos stated they will definitely have to do this with the new members. At the Council meeting in Carson they will schedule their next meeting. Ms. Palchikoff asked if the interview and score sheets should be shredded; Ms Ramos indicated the paperwork should be given to Melissa Page.

**5. \* Public Comment**

There was no public comment.

**6. \*Adjournment**

Gail Palchikoff moved to adjourn the meeting. Dr. Freda seconded the motion. The meeting was adjourned at 12:55p.m.

**NEVADA COUNCIL FOR THE PREVENTION OF DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

**NOTICE OF PUBLIC MEETING**

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**Tuesday, October 7, 2008, at 11:30 p.m.**

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Via Teleconference with Public Access Located at:  
Office of the Attorney General  
5420 Kietzke Lane, Suite 202, Reno, Nevada 89511

**AGENDA**

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**Please Note:** The Nevada Council for the Prevention of Domestic Violence Nominating Committee may address agenda items out of sequence to accommodate persons appearing before the Committee or to aid the efficiency or effectiveness of the meeting. The Committee may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person. (NRS 241.030)

At the discretion of the Chair, public comment is welcomed by the Committee, but will be heard only when that item is reached and will be limited to five minutes per person. A public comment time will also be available as the last item on the agenda. The Chair may allow additional time to be given a speaker as time allows and in his/her sole discretion. Once all items on the agenda are completed the meeting will adjourn.

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***Asterisks (\*) denote items on which Committee may take action.  
Action by the Committee on an item may be to approve, deny, amend, or table.***

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1. \*Call to order, roll call of members, and introductions.
2. \*Review and approval of August 20, 2008 minutes.
3. \*Discussion of rural tour.
4. \*Discussion of Council attendance.
5. \*Discussion Review Nominating Procedures.
6. \*Schedule future meetings & agenda items.
7. Public comment.

**Note:** No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

8. \*Adjournment.

This agenda has been sent to all members of the Committee and other interested persons who have requested an agenda from the Council. Persons who wish to continue to receive an agenda and notice must request so in writing on an annual basis.

Anyone desiring additional information regarding the meeting is invited to call the Council office at (775) 850-4119. We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify the Council's administrative assistant, Melissa Page, at (775) 850-4119, no later than 48 hours prior to the meeting. Requests for special arrangements made after this time frame cannot be guaranteed.

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THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED  
IN THE FOLLOWING LOCATIONS:

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Office of the Attorney General 100 N Carson Street Carson City, Nevada 89701	Office of the Attorney General 5420 Kietzke Lane, Ste 202 Reno, Nevada 89511	Grant Sawyer State Office Building 555 E. Washington Avenue Las Vegas, Nevada 89101
Jean Nidetch Women's Center University of Nevada, Las Vegas 4505 Maryland Parkway Las Vegas, Nevada 89154	Safe Nest 2915 W. Charleston Blvd., #12 Las Vegas, Nevada 89102	Reno City Hall One E. First Street Reno, Nevada 89501
	Nevada Network Against Domestic Violence 220 South Rock Boulevard, Suite 7 Reno Nevada 89502	

**STATE OF NEVADA  
NEVADA COUNCIL FOR THE PREVENTION OF  
DOMESTIC VIOLENCE  
NOMINATING COMMITTEE**

## **Minutes of Meeting**

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*October 7, 2008 at 11:30 a.m.*

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Office of the Attorney General  
5420 Kietzke Lane, Suite 202  
Reno, Nevada 89511

### **Committee Members Present**

Dr. Mike Freda  
Suzanne Ramos

### **Committee Members Present Via Teleconference**

Mike Sprinkle  
Gail Palchikoff

### **Committee Members Absent**

None

### **Public Present**

None

### **Attorney General's Office staff present**

Henna Rasul, Deputy Attorney General

1. **\*Call to Order, Roll Call of Members, and Introduction.**  
Suzanne Ramos called the meeting to order at 11:37 a.m. A roll call was performed, and quorum was established.
  
2. **\*Review and Approval of Minutes from August 20, 2008**  
Ms. Ramos asked if everyone had reviewed the Minutes. Gail Palchikoff responded she did not get them. Ms. Ramos responded they had been sent at approximately 11:00 a.m. Ms. Palchikoff had not been near a computer and so could not receive the document. She also could not

receive the document via facsimile, and indicated she would follow along as the Committee went.

Ms. Ramos asked if there was a motion to approve the minutes. Dr. Freda made a motion to approve the minutes with the applicable corrections. Mike Sprinkle was not at the meeting, and so could not second, and Gail Palchikoff did not receive the minutes, and therefore also could not second the motion. Ms. Ramos seconded the motion. The minutes were approved as submitted.

### **3. \*Discussion of Rural Tour**

Ms. Ramos indicated that with the budget constraints she did not know if they would be doing a rural tour other than having a council meeting somewhere in a rural community. Ms. Rasul responded that as far as they knew, that was the case. She also stated they would need to discuss that with the Attorney General at the next Council meeting and see where they are at financially. She stated if Kareen Prentice was there she could give them a good idea of what it looked like. Ms. Ramos stated they had talked about a couple of communities. Ms. Rasul responded that if they did, they would be in the minutes; she did not recall seeing any specific communities discussed. Ms. Ramos mentioned that she and Kareen had discussed it. It was in the minutes of the Prevention Council.

They decided to table this item until after the Council meeting on December 16, 2008. Mike Sprinkle stated he thought it was all going to depend on the budget. Ms. Ramos agreed with him. Because it is a legislative year for the first part of the year, they would want to have that after also. If they have their meeting in January or February, they can do that. Ms. Rasul stated they would have a better idea when they talk to Kareen Prentice, since she is keeping close tabs of what monies are coming in. It can definitely be put on the next agenda for the Nominating Committee. Ms. Ramos responded they would want to get a budget update from Kareen Prentice, so they should be sure to have her at the next meeting.

### **4. \*Discussion of Council Attendance**

Ms. Ramos indicated she had passed out some information. Everyone had attended the Council meetings. There were only two members that attended only one meeting. They were unable to attend due to a job change. They will be attending the next meeting, and should be at the 50% mark. Everyone is at the 50% mark, and there are only two people who have attended just one meeting. They attended the January meeting, but did not attend the June or the September meeting. Since releases were not received, the names cannot be discussed.

Ms. Ramos mentioned what she can do is email the Committee Members her update of the attendance of the Council Members, and they would notice two of them that had only attended the January meeting.

Gail Palchikoff asked if they had been contacted. Ms. Ramos mentioned one of them was contacted and was told that she had a promotion in June, and she also had a large family celebration and therefore could not attend. However, she really wants to be on the Council, and will be at the next meeting in December. The other one is a state official, due to his job and attending some conferences, he was unable to attend.

Everyone else has attended. They have 100% or 50% of attendance. They don't have anyone who has not attended any meetings. Ms. Ramos indicated that she thinks the Board Members have been really conscientious in calling or emailing her, and letting her know why they cannot attend. Right now they have 26 members out of 30; they have four vacancies.

She also stated that as of today, she had passed out a demographic, showing that out of the 26, they have five people from the south, nine from the north, five from the rural communities, and seven that are statewide representatives. Gail Palchikoff stated it sounded to her as if it was pretty well divided. Ms. Ramos responded she thought they still needed to increase the south because the north is predominantly on the Council. They have a lot of people from the north. No one has brought it up, but she indicated that one day it would be mentioned that the south is the predominant community, but they do not have the people represented, or applying from the south.

She stated she would email the Committee members the reports when she got back to her office after she came back from court, so they could have the information for their files. The information would include attendance, demographics, and when the appointments expire. Right now they have one person whose term expires this month; they still have an opinion they are waiting for. The two people who have only attended one meeting have terms that expire in January of this coming year.

Gail Palchikoff asked if they ever did a recommitment letter. Ms. Ramos responded they should be sending that out. Ms. Rasul stated they had been sent out. Suzanne Ramos stated only one of two had come back; the other one they have to get. They cannot state names. Ms. Ramos mentioned she thought right now the membership was really good; they have had good attendance.

However, she stated she did not know about Council Members attendance or participation on Committee meetings. That is another thing she did not keep track of. She did not know if Council Members were actively participating in Committees. Ms. Rasul replied she thought the Committee chairs should let the Council know of any problems with Committee Meetings.

Ms. Ramos stated there was not much to do on that one. They will have four applications. They have two applicants at the last Council meeting that they are holding over for the next recruitment. Their applications have been automatically submitted; they are being kept on reserve, so that when applications open up again, they are automatically in there. Dr. Freda asked if their applications were complete; Ms. Ramos responded in the affirmative. The other person will be advised of when applications open up, so she can resubmit her application.

#### **5. \*Review of Nominating Procedures**

Ms. Ramos asked when the Committee wanted to start meeting. She had not had time to call Kareen Prentice and schedule a meeting to go over the application and see what modifications and changes they have to do to it. She also mentioned changes on the website, to make sure those changes are made as well, so there was not a recurrence of confusion again. Ms. Rasul responded that basically they want to make sure they have everything clear. They want to have everything really simple.

Ms. Rasul stated that right now it is not clear what the Council wants in the letter of recommendation. Even though it seems kind of self-explanatory, apparently there was some confusion last time. Ms. Ramos clarified that they will clarify the deadlines for application submissions and postmarks. They have to make some clarifications on the application. Ms. Rasul suggested putting a time deadline, on a certain day, on the application as well.

Ms. Ramos asked when they wanted to start reviewing the applications. Gail Palchikoff asked about the deadline being June 30<sup>th</sup> that applicants had to have everything in. Ms. Ramos responded in the affirmative. Gail Palchikoff suggested starting to advertise and put the notices in the newspapers around April. Ms. Palchikoff stated they could even have an earlier deadline than June 30<sup>th</sup>.

Mike Sprinkle asked how effective the rural tours had been in terms of getting applicants from the rural areas. Gail Palchikoff responded not too many applications had come from those areas. Ms. Ramos responded that they had not received any applications from people who had attended the rural tours. Mike Sprinkle explained he was asking because next year



they would need to take into consideration that the legislature does not end until the beginning of June. This would impact the date of the rural tour. Ms. Ramos responded the rural tour would probably not be until July or August. She did not think they had any applications when they had gone to Pahrump or Lovelock. Basically, the rural tour is just outreach. In terms of applicants, it has always been people they have contacted individually, or people that have expressed an interest in the Council.

Mike Sprinkle responded he did not see why they should change their time line. Ms. Palchikoff stated she had thought of moving up the deadline because they usually try to make their recommendations by August or September. Suzanne Ramos indicated they make their recommendations before the fall Council meeting.

They only have four vacancies as of now. They will not know until next year if people will be stepping down. Gail Palchikoff asked if there were only four people on the committee at this time; Ms. Ramos stated, yes, Sue Meuschke had withdrawn from the committee. Ms. Palchikoff further stated that, even if they received, for example, twelve applications, they could each do three, and she thought they could handle that. They generally do not get too many more than that; they have in the past, but not lately. Ms. Ramos suggested they start advertising the first of April, with a June 30<sup>th</sup> deadline.

The main thing they need to do is correct the website, so that the applications do not go to the wrong person. That had really affected the process. Ms. Rasul agreed they need to change that, so the applications will go her or to Kareen Prentice. Gail Palchikoff asked if they needed a motion to leave the time line as it is; Ms. Rasul and Ms. Ramos responded it is just discussion. Suzanne Ramos stated she thought in the timeline they had, Commitment Letters were mailed, returned, compiled, and Council openings identified between January and March. Between April and June, they advertise the openings and receive applications, and review the applications, make recommendations, and seat new Council members from October to December.

Ms. Palchikoff stated that sounded fine to her. Everyone else was also in agreement with staying with the same timeline and process. Suzanne Ramos mentioned she would sit down with staff to look at the application and website for changes. They would make the applicable changes at the website, too, since they receive a lot of applications from that source.

Gail Palchikoff suggested when they do the advertising, they should have the website address where people can download the application. Ms. Ramos responded that they were looking at seeing if they can fill it out online, but she did not know if that would be feasible. They can also scan

and submit their applications via scan. Ms. Rasul replied she was not sure she would want that. Dr. Freda mentioned anyone who has a scanner can do that. Ms. Ramos indicated they would just want to receive it via email, and make sure it has everything it needs, so the applications that are received are complete.

**6. \*Schedule Future Meetings and Agenda Items**

Ms. Ramos asked if the Committee members wanted to schedule another meeting for the coming year, or did they want to wait until after the Council Meeting to schedule something. Gail Palchikoff stated they should wait until then, do it at the meeting, or right after the meeting. Ms. Ramos said they needed to make sure to check with her when they leave the meeting; at the Council Meeting, things are going on, and people just leave.

Gail Palchikoff indicated according to her records, the next Council meeting was in Carson City, on December 16<sup>th</sup>. Ms. Rasul stated she believed the Attorney General was going to be in Las Vegas for the meeting. Ms. Ramos stated it would take place in both places, via videoconference.

Then they will decide what they are doing, because they will probably want to have another meeting up here, with the legislature up here, too. So, the next meeting will be scheduled at the December 16<sup>th</sup> meeting, and the Committee members should bring their calendars.

Ms. Ramos asked if the Committee members had any other agenda items they would like to review, that they would like to have on the agenda, besides the new application, which Ms. Ramos stated she would bring to the meeting. No further agenda items were suggested.

Ms. Ramos mentioned they would just have to remember they had two applications which they stated they would consider. Ms. Rasul suggested that, because of those two applications, maybe the Council should consider that they only have two spots open.

Mike Sprinkle asked if those applications would still be acceptable since they are in the old format. Ms. Rasul responded that one of the applicants was now in conformance with the applications requirements, and the other was possibly going to reapply. She thinks they will be fine; she will double check with the one applicant regarding reapplying.

Ms. Ramos stated the things that are going to be done to the application are minor, there are only going to be changes to due dates. Ms. Rasul suggested they speak with the Attorney General and see if that is what she wants on the one application. Ms. Ramos stated that at the next

meeting they would discuss those two applications, whether they wanted them to resubmit or whether they would accept the applications already submitted. Ms. Rasul stated they should send waivers to the applicants.

**6. \*Public Comment**

There was no public comment.

**7. \*Adjournment**

Gail Palchikoff made a motion to adjourn, it was seconded by Dr. Mike Freda, and the meeting was adjourned at 11:58 a.m.